

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Chalgrove Village Hall at 2.00pm, **Thursday 2nd April 2020**, via video call.

Present: Cllr. A. Pritchard, Chair
Cllr. J. Nabb, Vice-Chair
Mrs. J. Murphy, Clerk

Apologies Accepted: Cllrs. Turner, Gray, Ace, Reed, Dudley, Ziemelis, Nixey, Waters & Fisher

Not present: n/a

Members of the public: 0

507. DELEGATED POWERS:

(a) Following COVID-19 Government directives, Chalgrove Parish Council were forbidden to meet in full and, following confirmation from all Councillors in writing, delegated powers had been passed to Cllr. Pritchard, Cllr. Nabb, and the Clerk who became empowered to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable.

(b) The meeting was undertaken remotely via video call in order to comply with the Government social distancing regulations. Whilst no legislation exists for Parish Council to undertake virtual meetings, Chalgrove Parish Council were required to be pragmatic in order to conform to Government directives.

508. COVID-19 PANDEMIC:

Background

Cases of Covid-19 first emerged in December 2019 in Wuhan, China. The cause of the disease was soon confirmed to be a new kind of coronavirus, and the infection has since spread to many countries, including the UK, and was declared to be a pandemic.

On the 16th March, the UK Prime Minister advised the public against non-essential travel and contact with others. On the 23rd March, the Prime Minister announced a nationwide lockdown; a set of measures to restrict movement and assembly. The government also asked 1.5million vulnerable people who would likely need hospital treatment if they contracted the virus to "shield" themselves by voluntarily staying at home for 12 weeks. Local authorities and community groups were asked to work together to assist those in isolation.

Parish Council Timeline of Events

17th March – initial advice was placed online regarding an upcoming volunteer scheme to assist those in isolation.

17th March – Chalgrove Youth Centre was closed for the safety of the young people, volunteers and Youth Workers. Employees and contracted workers were informed of the decision, and signage, detailing that the building was closed and reasoning why, was placed on the building, along with details of the closure online.

18th March – an introductory volunteer scheme was initiated whereby residents could print off or collect 'Volunteer Contact Forms' which could be posted through letterboxes detailing what services they could assist with. It became clear that this was reliant upon neighbours knowing who needed assistance and that the scheme would not reach everyone in need.

23rd March – a leaflet, which asked all those in need to contact the Clerk directly, was printed and delivered to a team of volunteer distributors who had been sought via social media. All leaflets had been distributed to each household by the end of the next day.

26th March – following Government directives, all play areas and outdoor facilities became closed to the public. Signage, detailing that the area was closed and the reasoning why, was erected at the entrances to both play areas, the MUGA, Tennis Court, Skatepark, and on all pieces of outdoor fitness equipment. Gates had been secured shut using cable ties as a precaution.

26th March – following Government directives, the Village Hall and Sports Pavilion became closed to the public. Hirers of the Village Hall and Pavilion (both regular, and event) and contracted workers were informed of the decision. Signage, detailing that the building was

closed and the reasoning why, was placed on the building, along with details of the closure online.

30th March – it was reported by Cllr. Nabb that the cable ties, used to secure the gates on the play areas and outdoor facilities, had been cut off.

2nd April – all gates were re-secured using chains and padlocks, at a total cost of £37.45; approved by the Clerk.

Volunteer Scheme

(a) It was reported that the volunteer scheme had proven to be successful. Those in need call the Clerk directly and then, based upon the assistance they require, a volunteer is allocated to help them. This will continue until such time that Government restrictions have been lifted and the Parish Council is no longer required to assist those affected by Covid-19. (b) The response to the Parish Council’s request for volunteers had been overwhelming and dozens of isolated residents had already been helped. (c) It was noted that the Emergency Plan could not be initiated as there were very limited numbers of street wardens, many of whom were over 70 or classed as one of the vulnerable groups, therefore needing to stay at home. It was proposed that, when appropriate, the Parish Council contact all households requesting street wardens and volunteers for the Emergency Plan. (d) A database is being kept by the Clerk containing volunteer contact information and a log of phone calls from those in need. The database is to be deleted when the Parish Council is no longer needed to assist with those affected by Covid-19, in order to conform with GDPR regulations. (e) Thanks were given to the Clerk for her work to assist those in need.

(a) JM

(d) JM

Village Hall

(a) The Village Hall had become closed to the public and all key holders on the 26th March, with access restricted to the Clerk to reduce risk. (b) The building is to be checked by the Clerk twice per week during the closure. (c) It was reported that water had been dripping from a roof level outflow pipe onto the flat roof, but that once the heating system had been turned off the dripping had stopped. Assessments are to be made by a professional as soon as possible.

(b) JM

(c) JM

Recreation

(a) All recreational facilities had become closed to the public on the 26th March. (b) The Parish Council Groundsman, and the grass cutters, are able to undertake their duties as normal in order to keep the open spaces clear and accessible for the once a day exercise allocation, as per Government guidelines.

Communication with the Public

(a) It was reported that all information provided to the public had been obtained from reputable sources only; Government website, SODC, OCC, OALC etc. (b) Regular articles had been, and will continue to be, placed on social media and the Parish Council’s website. (c) The Parish Council website features a dedicated Coronavirus page containing details of the volunteer scheme, relevant articles, local resources, and national resources. (d) It was agreed to distribute another leaflet/newsletter within April to remind the residents of the available assistance from the Parish Council, and the local resources. (e) It had been reported that a large group of teenagers had been meeting in Frogmore, ignoring the social distancing regulations, and the Police had been informed. A message is to be displayed on social media asking parents to discuss the importance of social distancing with their children.

(b) JM

(d) JM

(e) JM

Communication with Local Organisations

(a) Regular contact had been made with community organisations such as Age Concern, CHATs and LINK. (b) Contact had been made with the Pharmacy and the Surgery due to their need for volunteers to undertake finger pulse readings from patients.

Funding

(a) It was reported that funding opportunities, to assist those helping the communities throughout the pandemic, were available from OCC, SODC, and the Police. (b) It was noted that funding would be required for food parcels and newsletters and applications are to be made.

(b) JM

509. PLANS (Parish Council decision only):

P20/S0853/RM

Land southeast of Warpsgrove Lane ('Camp Corner')

New industrial building with access, parking, and associated works.

ACCOUNTS:

510. One cheque had been signed outside of meetings; 006831

511. The annual subscription to Community First Oxfordshire (Village Hall) for financial year 2020/2021, at a cost of £50.00, was approved; proposed Cllr. Nabb, seconded Cllr. Pritchard, agreed by all.

512. Due to misdating, cheque numbers 006832 – 006842 had been cancelled with Lloyds Bank.

513. ACCOUNTS SANCTIONED FOR PAYMENT:

006831	A. Brown – hirer refund	£155.00
006847	K. Burgess – financial assistance	£154.15
006848	N. Kerridge – youth work	£546.00
006849	B. Murphy – youth work	£104.00
006850	M. Law – gate caretaking	£100.00
006851	TalkTalk Business – web hosting	£93.88
006852	BT – telephone lines	£218.32
006853	SSE – electricity supply	£752.73
006854	SODC – dog bin emptying	£207.20
006855	TLGO – grass cutting	£180.00
006856	Countryside Est. Services – groundsman, cleaning..	£1735.87
006857	Countryside Est. Services – groundsman, cleaning..	£750.00
006858	Viking – office & cleaning supplies	£79.01
006859	Darke & Taylor – exterior light repairs	£294.67
006860	Gazprom – gas supply	£737.68
006861	Community First Oxfordshire – subscription	£50.00

ANY OTHER BUSINESS:

514. Following discussions regarding a tree on the recreation ground, behind Chibnall Close, it was agreed to proceed with the urgent work required at a cost of £320.00 ex VAT; proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all.

515. It was noted that, following Darke & Taylor's visit to repair the exterior lights, 4 lights remained broken. Contact had been made and the contractor had agreed to revisit and fix all 4 lights, free of charge.

516. It was noted that Bendcrete had undertaken work to the Skatepark surface. Following an assessment, contact was made with Bendcrete to state that the work was wholly inadequate. Bendcrete had agreed to return to the site following the lifting of Government restrictions.

517. Discussions took place regarding the Annual Parish Meeting and Crookston Shield. It was agreed that the public meeting would take place once the Government restrictions on public meetings had been lifted. Nominations for the Crookston Shield would be sought closer to the time.

518. Ridgepoint Homes had contacted the Parish Council to report that they would be submitting their Reserved Matters planning application for the CHAL1/10/11 (west of Chalgrove) site by the deadline on the 9th April.

519. It was reported that the Chalgrove telemetry systems were not showing the river levels. Enquiries are to be made with the Environment Agency.

JM

JM

Exclusion of the public: *In view of the confidential nature of the business then transacted, it was advised in the public interest that the public be temporarily excluded and were instructed to withdraw.*

506. HR COMMITTEE: There had been no Committee meeting.

Discussions took place regarding the payment of employees and contracted workers during Covid-19.

Inclusion of the public: *The public were no longer excluded.*

The meeting closed at 2.37pm

Signed:

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Chairman